

Tyngsborough Sewer Commission
Meeting Minutes
February 12, 2015 6:00 pm
Location: Tyngsborough Town Hall, Inspectional Dept.

Commissioners Attending: Jeff Hannaford (JH), Brian Martin (BM)
Also Attending: Caryn DeCarteret, Administrator Paul Provencher, Assistant Superintendent

Call to Order The meeting was called to order by Jeff Hannaford at 6:15 PM.

Item 1) **Citizen's Time** None

Item 2) **Fran Glavin
33 Middlesex Road** Interested in tying in to existing sewer because the building failed Title V.
Discussion regarding: Stub location
Force main to Middlesex Road
Capacity available
Connection fees: min \$4950.00 per unit plus
application fee of \$250.00 per unit
User Fee: min of \$496.00 per year per unit

Item 3) **Phase I West** Discussion regarding: Tyng Road vs Middlesex Road for infrastructure cost
Developer utilizing the Phase I West design

Item 4) **Phase II** Signature was missing on one copy of the Phase II Preliminary Design contract
JH signed

Item 5) **Administrator's Report** Read into record
Discussion regarding: Budget: Town Hall reimbursement, salary and benefit
line items still waiting for information from the
Financial Dept.

Item 6) **Superintendent's Report** Read into record

Item 7) **Correspondence** Request for Annual Report has been received, JH will prepare

Item 10) **Complaints** None

Item 11) **New Business** Discussion regarding: Retained earnings being used to fund a portion of sewer
expansion projects
Bonding work for Phase I West

Item 12) **Old Business** None

Item 13) **Adjournment** **Motion by BM** to adjourn at 8:05 pm.
2nd: JH
Motion passes 2-0-0